



City of Wildomar  
Informal Bidding  
Annual Pre-Qualification Application

The Contractor listed below requests to be included in the City of Wildomar List of Pre-Qualified Contractors to receive Notices  
Inviting Informal Bids pursuant to Section 22032 of the California Public Contract Code

**Instructions:** Please read and complete this form in its entirety. Include all requested information (type or print).

**Business Contact Information**

NAME OF COMPANY: \_\_\_\_\_

DBA

(if any): \_\_\_\_\_

FEDERAL TAX

ID NO.: \_\_\_\_\_

CORPORATION

PARTNERSHIP

SOLE PROPRIETOR

CONTACT

TITLE: \_\_\_\_\_

NAME: \_\_\_\_\_

BUSINESS MAILING

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_

ZIP: \_\_\_\_\_

BUSINESS

BUSINESS

PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

DBE/WBE? \_\_\_\_\_

DIR# \_\_\_\_\_

CA CONTRACTORS LICENSE NUMBER: \_\_\_\_\_

(Check each trade Category/Classification in which you are licensed and wish to receive informal bid notifications.)

	LICENSE CATEGORY	CLASS		LICENSE CATEGORY	CLASS
<input type="checkbox"/>	General Engineering	A	<input type="checkbox"/>	Masonry	C 29
<input type="checkbox"/>	General Building	B	<input type="checkbox"/>	Ornamental Metals	C 23
<input type="checkbox"/>	Boiler, Hot Water Heating & Steam Fitting	C 4	<input type="checkbox"/>	Painting & Decorating	C 33
<input type="checkbox"/>	Building Moving, Demolition	C 21	<input type="checkbox"/>	Parking & Highway Improvement	C 32
<input type="checkbox"/>	Cabinet, Mill Work & Finish Carpentry	C 6	<input type="checkbox"/>	Pipeline	C 34
<input type="checkbox"/>	Concrete	C 8	<input type="checkbox"/>	Plumbing	C 36
<input type="checkbox"/>	Construction Zone Traffic Control	C 31	<input type="checkbox"/>	Refrigeration	C 38
<input type="checkbox"/>	Drywall	C 9	<input type="checkbox"/>	Roofing	C 39
<input type="checkbox"/>	Earthwork & Paving	C 12	<input type="checkbox"/>	Sanitation System	C 42
<input type="checkbox"/>	Electrical (General)	C 10	<input type="checkbox"/>	Sheet Metal	C 43
<input type="checkbox"/>	Electrical (Signs)	C 45	<input type="checkbox"/>	Solar	C 46
<input type="checkbox"/>	Elevator Installation	C 11	<input type="checkbox"/>	Steel, Reinforcing	C 50
<input type="checkbox"/>	Fencing	C 13	<input type="checkbox"/>	Steel, Structural	C 51
<input type="checkbox"/>	Fire Protections	C 16	<input type="checkbox"/>	Swimming Pool	C 53
<input type="checkbox"/>	Flooring & Floor Control	C 15	<input type="checkbox"/>	Tile (Ceramic & Mosaic)	C 54
<input type="checkbox"/>	Glazing	C 17	<input type="checkbox"/>	Warm Air Heating, Ventilating & Air Conditioning	C 20
<input type="checkbox"/>	Insulation & Acoustical	C 2	<input type="checkbox"/>	Water Conditioning	C 55
<input type="checkbox"/>	Landscaping	C 27	<input type="checkbox"/>	Welding	C 60
<input type="checkbox"/>	Lathing & Plastering	C 35	<input type="checkbox"/>	Well Drilling	C 57
<input type="checkbox"/>	Lock & Security Equipment	C 28	<input type="checkbox"/>	Asbestos Certification	ASB
<input type="checkbox"/>	Low Voltage Systems	C 7	<input type="checkbox"/>	Hazardous Substance Removal	HAZ
<input type="checkbox"/>	Limited Specialty	C-61	D-_____	Specialty? _____	

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**Requirements for Pre-Qualification**

*Contractor will be disqualified for any untrue statement.*

Yes       No

- 1) Have you verified with your insurance carrier that your firm carries the type and amounts of insurance coverage required by the City of Wildomar in Attachment A (attached here to and incorporated herein)?
- 2) Have you verified with your insurance carrier that the insurance endorsements and form of the insurance will meet the City of Wildomar requirements set forth in Attachment A (attached hereto and incorporated herein)?
- 3) Has your company registered with the Department of Industrial Relations pursuant to the Public Works Contractor Registration Law (SB 854) [Effective July 1, 2014, and required for contractor's bidding public works projects – For more information go to the following web page:  
<http://www.dir.ca.gov/Public-Works/Contractors.gtm>]
- 4) Has a surety company completed a contract on contractor's behalf, or paid for completion of a project because the contractor was terminated for default by the project owner within the last five (5) years?
- 5) Has your contractor's license been suspended or revoked at any time during the last five (5) years?
- 6) Are you currently ineligible to: bid on, be awarded, or perform as a subcontractor on a public works contract pursuant to either California Labor Code Section 1777.1 (violation of public works labor laws) or California Labor Code section 1777.7 (violation of apprentice requirements)?
- 7) At any time during the last ten (10) years, has your firm or any of its owners or officers been convicted of a crime involving the bidding, awarding or performance of a contract for a project?

**Compliance with Civil and Criminal Law**

*Contractor may, after further investigation by the City, be disqualified for unsatisfactory answers.*

Yes       No

- 8) Is your firm currently, or has it been, the debtor in a bankruptcy case?
- 9) Has any contractor's license held by your firm or a Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended by the Contractor's State License Board (CSLB)?
- 10) Has your firm been assessed and required to pay liquidated damages for a project under contract with either a public or private owner?
- 11) Has your firm been denied an award of a public works contract based on a finding by a public agency that your firm was not a responsible bidder?
- 12) Has any claim concerning your firm's work on a construction project been filed in court or arbitration?
- 13) Has your firm ever been declared by a judge or arbitrator to be in default of a construction contract?
- 14) Has any surety made any payments on your firm's behalf as a result of a default to satisfy a claim made against a performance or payment bond issued on contractor's behalf in connection with a construction project?
- 15) Has any insurance carrier, for any form of insurance, refused to renew your firm's insurance policy?
- 16) Has there ever been a period when your firm had no surety bond in place during a public construction project when one was required?
- 17) Has your firm been cited or assessed a penalty by Cal/OSHA or Federal OSHA?
- 18) Has your firm, on more than one occasion during the last five (5) years, been required to pay either back wages or penalties for failure to comply with the state's prevailing wage laws or the federal Davis- Bacon prevailing wage requirements?
- 19) At any time during the last five (5) years, has your firm been found to have violated any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices to your firm for use on any public work project?

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If the answer to any question numbered 8-19 above is "Yes," please explain below:

Question Number	Explanation

<b>Public Works Experience</b>	<b>Yes</b>	<b>No</b>
20) Has your company engaged in a contract subject to California prevailing wage or Davis-Bacon Act wage rate requirements within the past three (3) years?	<input type="checkbox"/>	<input type="checkbox"/>

***Contractor's awarded bid opportunities will be required to have a registered business license with the City.***

**Declaration**

The undersigned is duly authorized to execute this Informal Bidding Pre-Qualification Application on behalf of the above identified Contractor. The undersigned further warrants and represents that he/she has personal knowledge of each of the responses to this Informal Bidding Pre-Qualification Application and/or that he/she has conducted all necessary and appropriate inquiries to determine the truth, completeness, and accuracy of responses to this Informal Bidding Pre-Qualification Application.

The undersigned declares that the responses to this Informal Bidding Pre-Qualification Application are complete and accurate, that there are no omissions of material fact or information that render any response to be false or misleading and there are no misstatements of fact in any of the responses. The undersigned acknowledges and agrees that if the City determines any response herein to be false or misleading, or contains misstatements of fact, or is determined to be detrimental to the best interests of the City, the Contractor named above will not be deemed qualified to participate in the City's Informal Bidding procedures.

I declare under penalty of perjury under California law that the foregoing is true and correct.

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(Signature)

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(Date)

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(Typed or printed name)

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(Title)

RETURN THE COMPLETED  
APPLICATION BY Mail  
(Electronic or Physical)

City of Wildomar Attn: Accounts Payable  
23873 Clinton Keith Rd. Suite 110  
Wildomar, CA 92595

Email:  
accountspayable@wildomar.gov

## Attachment A

### Insurance Requirements

Service Provider shall procure and maintain, for the duration of the Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Service Provider, its agents, representatives, or employees.

#### MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Service Provider has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.
3. Workers’ Compensation insurance as required by the State of California, with Statutory Limits, and Employer’s Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.

(Not required if Service Provider provides written verification it has no employees)

4. Professional Liability (Errors and Omissions) Insurance appropriate to the Service Provider’s profession, with limit no less than \$2,000,000 per occurrence or claim, \$2,000,000 aggregate. The Retroactive Date must be shown and must be before the date of the Agreement or the beginning of Agreement work. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the Agreement of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the Agreement effective date, the Service Provider must purchase “extended reporting” coverage for a minimum of five (5) years after completion of Agreement work. A copy of the claims reporting requirements must be submitted to the City for review.

If the Service Provider maintains broader coverage and/or higher limits than the minimums shown above, the City requires and shall be entitled to the broader coverage and/or higher limits maintained by the Service Provider. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

#### Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Service Provider including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Service Provider's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).

### **Primary Coverage**

For any claims related to this Agreement, the Service Provider's insurance coverage shall be primary insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Service Provider's insurance and shall not contribute with it.

### **Notice of Cancellation**

Service Provider shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. In the event of any cancellation or reduction in coverage or limits of any insurance, Service Provider shall forthwith obtain and submit proof of substitute insurance.

### **Waiver of Subrogation**

Service Provider hereby grants to City a waiver of any right to subrogation which any insurer of said Service Provider may acquire against the City by virtue of the payment of any loss under such insurance. Service Provider agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer. However, the Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Service Provider, its employees, agents and subcontractors.

### **Self-Insured Retentions**

Self-insured retentions must be declared to and approved by the City. The City may require the Service Provider to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City.

### **Acceptability of Insurers**

Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

### **Verification of Coverage**

Service Provider shall furnish the City with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to City before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Service Provider's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

### **Subcontractors**

Service Provider shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Service Provider shall ensure that City is an additional insured on insurance required from subcontractors.

### **Special Risks or Circumstances**

City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.